



[www.ewaab.org](http://www.ewaab.org) 

[connect@ewaab.org](mailto:connect@ewaab.org) 

# Encouraging Women Across All Borders

*"Mentors build confidence. And confidence kills imposter syndrome."*  
- Caroline Ghosn

## Internship Coordinator

### Our Mission and Community

Encouraging Women Across All Borders (EWAAB) is a non-profit organization that aims to strengthen the confidence of young women through personal mentorship, a strong support network of inspirational role models, and projects that encourage participants to go outside of their comfort zone in their careers of choice. We currently operate at the university level, bringing together women in a variety of fields from different countries to participate in a year-long academic program. This program, called *Encourage Her*, includes eight professional development sessions facilitated by a Primary Mentor, each designed to improve participant communication and leadership skills. In addition, participants have the opportunity to gain professional experience and a credential through a six-week internship, such as the *Bravely Publishing Internship* that was created in partnership with [Quotabelle](#) for the 2019-2020 program. Finally, participants gain a sense of community and support from their peers and additional mentors in the broader EWAAB network. We are helping young women realize their full potential by providing them with the tools and resources necessary to pursue any path of their choice, thus maximizing their impact.

### How Our Volunteers Make Impact

EWAAB began as, and continues to be, a purely volunteer based organization driven by passionate individuals who share a common vision: a world where all young women have the confidence to pursue any path of their choice with equal access to opportunities and supportive mentors. In joining the EWAAB community, you will have the opportunity to work with other individuals that are dedicated to EWAAB's mission and not only be a part of, but help to foster the global network that EWAAB aims to build.


### Role Description

Coordinates and oversees the Internship Projects that match *Encourage Her* participants with an Internship Mentor based on their interests. Will contact and build relationships with Internship Mentors as well as ensuring their internship projects align with EWAAB's mission. Will contact new Internship Mentors to engage within the EWAAB community. Will report to the manager(s) of the Program Management & Development Team.

### To Apply You Must:

- Have previous experience with/or interest in Higher Educational Programs
- Be passionate about mentorship, support, and equal opportunity for all women everywhere
- Have a minimum of 1-2 years of leadership experience within industry, higher education, or the nonprofit sector



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## Expectations and Time Commitment

- Coordinates and oversees the 6 week Internship Program
- Builds strong relationships with the internship mentors
- Contacts and recruits additional internship mentors for expansion
- Gathers feedback and analyzes the data for strategic development
- Maintains a total time commitment of 2-5 hours a week off-season and 5-8 volunteer hours per week in the springtime - including a weekly 1 hour meeting

## Why Join Our Mission and Community?

As an administrative volunteer, you will have the full support of the Advisory and Executive Board. These bodies are committed to providing you the resources necessary to be successful in this administrative role as well as expanding your professional development through learning, teaching, and community engagement.

### *Learning -*

- Gain leadership and communication skills through two annual personal development workshops
- Gain specific team skills through two annual professional development trainings
- Attend our annual Virtual Leadership Seminar for Volunteer Appreciation Day featuring a distinguished member of the EWAAB community

### *Teaching -*

- Make a direct impact in young women's lives by overseeing programs to sustain the organization's activities
- Collaborate with team members in order to accomplish tasks and projects

### *Community Engagement -*

- Expand your network globally within academia and industry
- Attend our annual International Women's Day Networking Event
- Attend virtual community celebrations
- Be featured in our newsletters, online media, and other marketing materials



**Kaitlin Gili**

CEO & Co-Founder